

**Occupational Employment Projections, Year 2002 Projected to Year 2012  
Twin Districts Workforce Investment Area**

Standard Occupational Classification (SOC)		2002 Employment	2012 Projected Employment	Projected Employment Growth 2002 to 2012		Total Projected Avg. Annual Job Openings
Code	Occupation			Number	Percent	
<b>43-0000</b>	<b>Office and Administrative Support Occupations</b>	<b>60,570</b>	<b>65,680</b>	<b>5,110</b>	<b>8.4%</b>	<b>2,070</b>
<b>43-1000</b>	<b>Supervisors, Office and Administrative Support Workers</b>	<b>4,650</b>	<b>5,150</b>	<b>500</b>	<b>10.8%</b>	<b>150</b>
43-1011	First-Line Supervisors/Managers of Office and Administrative Support Workers	4,650	5,150	500	10.8%	150
<b>43-2000</b>	<b>Communications Equipment Operators</b>	<b>1,430</b>	<b>1,050</b>	<b>-380</b>	<b>-26.6%</b>	<b>40</b>
43-2011	Switchboard Operators, Including Answering Service	600	610	10	1.7%	15
43-2021	Telephone Operators	830	440	-390	-47.0%	20
43-2099	Misc. Communications Equipment Operators	10	10	0	0.0%	0
<b>43-3000</b>	<b>Financial Clerks</b>	<b>11,610</b>	<b>12,950</b>	<b>1,340</b>	<b>11.5%</b>	<b>450</b>
43-3011	Bill and Account Collectors	980	1,220	240	24.5%	45
43-3021	Billing and Posting Clerks and Machine Operators	1,400	1,540	140	10.0%	40
43-3031	Bookkeeping, Accounting, and Auditing Clerks	5,260	5,760	500	9.5%	150
43-3041	Gaming Cage Workers	350	410	60	17.1%	25
43-3051	Payroll and Timekeeping Clerks	730	790	60	8.2%	25
43-3061	Procurement Clerks	280	260	-20	-7.1%	5
43-3071	Tellers	2,620	2,970	350	13.4%	165
<b>43-4000</b>	<b>Information and Record Clerks</b>	<b>11,450</b>	<b>13,570</b>	<b>2,120</b>	<b>18.5%</b>	<b>485</b>
43-4011	Brokerage Clerks	60	50	-10	-16.7%	0
43-4021	Correspondence Clerks	40	40	0	0.0%	0
43-4031	Court, Municipal, and License Clerks	470	540	70	14.9%	15
43-4041	Credit Authorizers, Checkers, and Clerks	80	70	-10	-12.5%	0
43-4051	Customer Service Representatives	2,810	3,570	760	27.0%	120
43-4061	Eligibility Interviewers, Government Programs	500	470	-30	-6.0%	15
43-4071	File Clerks	720	740	20	2.8%	25
43-4081	Hotel, Motel, and Resort Desk Clerks	590	700	110	18.6%	40
43-4111	Interviewers, Except Eligibility and Loan	580	790	210	36.2%	35

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43-4121	Library Assistants, Clerical	120	140	20	16.7%	5
43-4131	Loan Interviewers and Clerks	490	440	-50	-10.2%	5
43-4141	New Accounts Clerks	270	320	50	18.5%	10
43-4151	Order Clerks	550	520	-30	-5.5%	10
43-4161	Human Resources Assistants, Except Payroll and Timekeeping	480	540	60	12.5%	15
43-4171	Receptionists and Information Clerks	2,890	3,800	910	31.5%	160
43-4181	Reservation and Transportation Ticket Agents and Travel Clerks	150	180	30	20.0%	5
43-4999	Misc. Financial, Information, and Record Clerks	660	650	-10	-1.5%	10
<b>43-5000</b>	<b>Material Recording, Scheduling, Dispatching, and Distributing Workers</b>	<b>12,270</b>	<b>12,940</b>	<b>670</b>	<b>5.5%</b>	<b>435</b>
43-5011	Cargo and Freight Agents	80	90	10	12.5%	5
43-5021	Couriers and Messengers	600	610	10	1.7%	15
43-5031	Police, Fire, and Ambulance Dispatchers	410	460	50	12.2%	15
43-5032	Dispatchers, Except Police, Fire, and Ambulance	490	530	40	8.2%	15
43-5041	Meter Readers, Utilities	250	220	-30	-12.0%	10
43-5051	Postal Service Clerks	230	250	20	8.7%	10
43-5052	Postal Service Mail Carriers	1,060	1,140	80	7.5%	40
43-5053	Postal Service Mail Sorters, Processors, and Processing Machine Operators	330	320	-10	-3.0%	10
43-5061	Production, Planning, and Expediting Clerks	1,080	1,270	190	17.6%	45
43-5071	Shipping, Receiving, and Traffic Clerks	2,210	2,350	140	6.3%	60
43-5081	Stock Clerks and Order Fillers	5,130	5,250	120	2.3%	200
43-5111	Weighers, Measurers, Checkers, and Samplers, Recordkeeping	260	310	50	19.2%	10
43-5199	Misc. Material Recording, Scheduling, Dispatching, and Distributing Workers	150	150	0	0.0%	5
<b>43-6000</b>	<b>Secretaries and Administrative Assistants</b>	<b>10,980</b>	<b>11,680</b>	<b>700</b>	<b>6.4%</b>	<b>280</b>
43-6011	Executive Secretaries and Administrative Assistants	2,250	2,520	270	12.0%	70
43-6012	Legal Secretaries	720	940	220	30.6%	35

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43-6013	Medical Secretaries	800	930	130	16.3%	30
43-6014	Secretaries, Except Legal, Medical, and Executive	7,200	7,290	90	1.3%	145
<b>43-9000</b>	<b>Other Office and Administrative Support Workers</b>	<b>8,180</b>	<b>8,350</b>	<b>170</b>	<b>2.1%</b>	<b>235</b>
43-9011	Computer Operators	420	370	-50	-11.9%	10
43-9021	Data Entry Keyers	1,080	1,010	-70	-6.5%	25
43-9022	Word Processors and Typists	570	380	-190	-33.3%	15
43-9031	Desktop Publishers	30	30	0	0.0%	0
43-9041	Insurance Claims and Policy Processing Clerks	310	350	40	12.9%	10
43-9051	Mail Clerks and Mail Machine Operators, Except Postal Service	220	210	-10	-4.5%	5
43-9061	Office Clerks, General	4,900	5,380	480	9.8%	155
43-9071	Office Machine Operators, Except Computer	240	240	0	0.0%	5
43-9081	Proofreaders and Copy Markers	10	10	0	0.0%	0
43-9111	Statistical Assistants	90	90	0	0.0%	0
43-9999	Misc. Secretaries, Administrative Assistants, and Other Office Support Workers	310	290	-20	-6.5%	5